

Special Council Meeting  
February 19, 2003

The Freeport City Council met for a special meeting at 6:00pm on February 19, 2003.

Members Present: Mayor J.M. Marse, Council members, Earl King, Scott Brannon, , Jean Arrant, Janice McLean and bookkeeper Robin Haynes. Councilman Helton and City Clerk Riley were absent.

Councilman King gave the invocation and the Pledge of Allegiance was recited.

Mayor Marse stated the purpose of the special meeting was to continue to review the employee handbook starting on page 16.

On page 16 of the handbook under section 1.11: paragraph 1, strike out “or maternity” and “by ten (10) days”. Under paragraph 2 of the same section, Councilwoman Arrant is going to find correct wording to notice the employee about taking a leave without pay to get another job, then returning to work at the status when they left. The Council does not want to permit this act, yet wants the correct language incorporated in this section.

Mayor announces that a development on BayLoop is going to ask for sewer/water taps and annexation into the City limits.

Page 17: okay as presented.

Page 18, section 4, transportation cost: change line B to .30 cents per mile. Under meal allowance, same section: meal cost are as follows- Breakfast \$5.00, Lunch \$8.00, and Dinner \$15.00.

Page 19, paragraph 1 under Advances: change to “approval of the Mayor or City Council.

Pages 20, section 1.1, second paragraph change step of progression being “1)oral reprimand, 2)written reprimand, 3)suspension, 4)demotion, 5)transfer, and 6)dismissal.”

Page 21, first paragraph after (p) to read as follows ...”desirable standard, the Mayor or the City Council should point out...”.

Page 22: okay as presented.

Page 23, paragraph under Procedure: strike “member’s” after the word Council.

Page 24: section 2.5, line A: add “or Mayor” at the end of sentence.

Page 25, paragraph D. strike out “sick leave” after annual leave.

Pages 26 & 27: okay as presented.

Page 28, section 3.2 was discussed, and the Council would like mileage log books placed in each vehicle for maintenance records. These books would be turned in monthly.

Page 29, section 3.3, paragraph B: strike completely out.

Page 30, line 2 top pf page, typing error needs correcting changing “of” to “or”.

Pages 31, 32, 33, 34, and 35: okay as presented.

The workshop ended with a total review, Clerk Riley is to retype handbook and present to the Council with corrections. Councilwoman Arrant will report to the Council on the item on page 16.

Motion to adjourn.

ATTEST:

APPROVED:

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J.M. Marse, Mayor

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Diane Riley, City Clerk

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Janice McLean, President of Council